

Subject: Re: Broadway Streetscape Dress Rehearsal -- Liability Insurance
From: Pauline Chan
Date: 11/16/2016 12:06 AM
To: Jessica Wethington Mclean
CC: Monica Dove <monica.dove@lacity.org>, Blair Besten <blair@historiccore.bid>, Julie Amaya <julie.amaya@lacity.org>, Suzanne Holley <SHolley@downtownla.com>, Rena Leddy <rena@fashiondistrict.org>

Hi Jessica, Monica Dove is our Risk Manager, and was already copied herein.

On Nov 15, 2016 6:00 PM, "Jessica Wethington Mclean" <jessica.wethingtonmclean@lacity.org> wrote:

The specific nature of the dress rehearsal would not have been included because it didn't exist at the time insurance was purchased, but the activities being done - cleaning, graffiti removal, maintenance, etc are all exactly what the BID does on public areas already. Can you let me know who the risk management person is who reviewed this because it seems they are not clear on what's being done -- it's no different than what the BIDs already do.



Jessica Wethington McLean

Executive Director, Bringing Back Broadway
Director, Downtown Economic Development
Producer / Festival Director, [Night on Broadway](#)

Office of City Councilmember José Huizar
200 N. Spring Street #465, Los Angeles, CA 90012
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On Tue, Nov 15, 2016 at 11:30 AM, Pauline Chan <pauline.chan@lacity.org> wrote:

Hi Everyone,

I just got off the phone with LADOT's Risk Manager, Monica Dove. In order for LADOT to consider Blair's proposal to waive the new insurance coverage for the proposed maintenance agreement, LADOT will need the following documents from the Historic Core BID for review:

1. Detailed scope of work under the existing agreement.

LADOT will see if the scope for both existing and proposed agreements are exactly the same in terms of the responsibilities, tasks, extent of the physical area of space to be cleaned, etc. Unfortunately, the existing agreement that I found online (attached in the earlier email) does not describe the scope.

2. Copy of the existing insurance policy describing the coverage for work under the existing agreement.

I will be sending out the final agreements for signatures this afternoon. I am concerned that assessing Blair's insurance question will take longer than what we have time for, if these documents are not readily available for the Risk Manager's review. Hence, I suggest we move forward on executing the agreements keeping the insurance requirement, and allow the Risk Manager to evaluate Blair's request thereafter.

Monica--Please chime in, in case I've missed anything.

Best,
Pauline

On Tue, Nov 8, 2016 at 8:12 PM, Blair Besten <blair@historiccore.bid> wrote:

You framed it perfectly. It already exists and the work falls in line with what we are already providing for the city and districts. Seems superfluous.

Sent from my iPhone

On Nov 8, 2016, at 4:55 PM, Pauline Chan <pauline.chan@lacity.org> wrote:

Hi Monica,

The BID's indicated that they already carry liability insurance as part of an existing agreement with the City. I think they are referring to an existing agreement (e.g., C-123228) (attached) for the "administration of the BID." The question is whether or not the insurance they have under that agreement may be applied to the dress rehearsal maintenance agreement that we are trying to sign ASAP. Can you please let advise? **(Blair, Could you correct me or fill in any missing info to my question?)**

Thank you!

Pauline

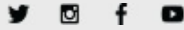
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Pauline Chan

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<Fashion Dist BID Agr C-123228_c_11-06-13.pdf>

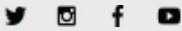
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